**BUGLAWTON PRIMARY SCHOOL
ANNUAL GOVERNANCE STATEMENT 2019-20**

The Government defines the requirement for all Governing Bodies in three core strategic functions. These are outlined in the Department for Education Governors Handbook as;

* Ensuring clarity of vision, ethos and strategic direction
* Holding the Headteacher to account for the educational performance of the school and its pupils
* Overseeing the financial performance of the school and making sure its money is well spent

**Governance Arrangements**

The Governing Body of Buglawton Primary School is made up of;

* 1 Staff Governor: Mrs S Murray
* 3 Parent Governors: Mr N Banks, Mrs S Sands, Mrs A Barnett
* 6 Co-Opted Governors: Mrs N Catterall, Mrs S Balfour, Mr A Anderson, Mr G Hayes and Two Governor Vacancies
* 1 Local Authority Governor: Mr J Whitelock
* The Headteacher: Miss A Kennerley
* 1 Associate Governor: Mr R Jervis

Co-Opted Governors are appointed by the Governing Body, given they have, in the opinion of the Governing Body, the skills required to contribute to the effective governance and success of the school. One of our community governors is also a parent, with the remainder being associated with the local community.

Further details regarding our Governors and their attendance can be found on the school website, under the “Community”, “Our Governing Body” section.

Last year, the Full Governing Body and it met once a term to consider all aspects of the school. Governance at Buglawton Primary School is devolved to three committees to consider specific aspects of school life and improvement.

The three committees which have operated this year are;

* Leadership and Management Committee which focuses upon finance, human resources, health and safety, premises, GDPR and Safeguarding
* Teaching and Learning Committee which focuses upon the curriculum, monitoring standards of teaching and learning, data, Pupil Premium, PE Sports Grant
* Pay and Headteacher’s Performance Management Committee which oversees the performance management system for all staff and works with the external advisor to set and monitor performance targets for the Headteacher.

We also have committees and Terms of Reference to meet if required for matters of pupil discipline, staffing and appeals.

The Governing Body has been supported in exercising its duties during the Spring and Summer Term by a clerk, commissioned through Cheshire East Council. During the course of this academic year, the Governing Body has been supported by Ms A Mottram (Autumn Term) and Mrs D Murdoch (Spring and Summer Term).

**Attendance**

Governors have a good attendance record at meetings, particularly since meetings have been planned an academic year in advance. Where Governors are unable to attend, they consistently submit apologies No meetings throughout the course of this academic year were cancelled because they were not “quorate”.

**The Work of the Governing Body in 2019/20**

During the course of this academic year, both committees have taken time to review and update relevant school policies and note developments on a broader footprint through the Local Authority Director of Children’s Services Termly report briefing.

Minutes of Part 1 non-confidential matters are published on the school website for further information.

**The Full Governing Body has focussed upon;**

* Undertaking a skills audit to identify areas of strength and weakness
* Held school leaders to account for progress and performance in relation to the School Development Plan
* Continued its role as link governors in monitoring particular areas of focus across the school
* Received a termly Headteacher’s Report, summarising school improvements and developments
* Taken an active role in the OFSTED Inspection in November 2020.

**The Leadership and Management Committee has focussed upon;**

* Completing the annual return of the School Financial Value Standard (SFVS)
* Receiving school comparator financial benchmarking data
* Reviewing the overall school budget and specific funding streams related to capital expenditure, extended services, Pupil Premium and the PE Sports Grant
* Monitoring the school website to ensure compliance with outlined publication standards
* Review and approve the school’s staffing structure
* Received a building and facilities update including priorities moving forward with regards to the site
* Reviewed particular aspects of the School Development Plan

**The Teaching and Learning Committee has focussed upon;**

* The delivery and impact of British Values and Global Education within school
* Held subject leaders to account for performance in particular focus areas of Maths, Literacy and EYFS and Phonics.
* Received particular updates in relation to children who are registered as Special Educational Needs or Disabilities (SEND).
* Received information on data, targets and assessment across the school, including non-core assessment data
* Engaged with children who form part of the School Council to understand their perspectives of school life
* Reviewed particular aspects of the School Development Plan
* Reviewed the impact of interventions provided for disadvantaged learners and PE Sports Grant

In addition to the work summarised above, it is important to note that the Governing Body has also supported the transition to new leadership arrangements with the school having a New Headteacher and Deputy Headteacher from September 2019.

Furthermore, after a considerable time, the school was visited by Her Majesty’s Inspectorate, OFSTED in November 2019 – which reinforced the identified strengths and areas for development within the school.

The late Spring and Summer Term were adversely impacted by the Covid-19 international pandemic, which saw mandated school closures and a phased return of children during the latter stages of the Summer Term. Governors were involved in approving the Risk Assessment and Phased Reopening Plans that Senior Leaders had prepared.

It is expected that the impact of the Covid-19 pandemic will continue to be felt into the new academic year, particularly given the cancellation of all external assessments, which governors would ordinarily use to support accountability, development planning and performance management.

**Forward Plans for Governors 20/21**

* Consider implications and adaptations required for the whole school community in response to Covid-19 and the considerable changes this will create
* Work alongside a new School Improvement Partner to support the development and accountability of school leaders
* Ensure that Governors continue to promote and consider stakeholder engagement from children, staff and parents
* Continue to ensure the school promotes financial sustainability through robust financial management
* Continue to be involved in the support and accountability of subjects across the curriculum, to ensure their continued development

**Engaging with the Governing Body and their work**

Stakeholder engagement is important to the Governing Body to quantify the impact of school life and improvements. In the first instance, you are advised to contact Mr George Hayes, Chair of Governors, via the school office.

June 2020